



Discovery Woods - District # 4198
Board of Directors Board Meeting
5:30-7:00 p.m. at 604 N 7th Street, Brainerd, MN 56401
Date: Monday, November 18, 2019

Mission: To provide Brainerd Lakes Area families a choice for quality elementary education centered around the individual needs of the child with a focus on the environment.

Board of Directors' Purpose

To provide leadership, set policy, and develop accountability practices that will ensure high student achievement.

Call the meeting to order: 5:34 p.m.
 Present: Tom P., Kara D., Amanda B.
 Absent: Kirsten S., Ben K.
 Ex-Officio: Kristi C.
 Guests: Amanda A.

1. BOARD TRAINING - ACNW Sounding Board - Issue 9 - Hiring a Charter School Leader
2. COMMUNITY FORUM - PAC UPDATE (3 minutes)-
 - a. Turkey Bingo on Friday, November 15. Approximately 60 people attended.
 - b. Finalizing details for December's art event
 - c. Starting to look for PAC president replacement
3. MINUTES :
 - 3.1 10.21.19
 - a. M/S/A (Kara/Amanda): Approve October's meeting minutes.
4. REPORTS
 - 4.1 Academic:
 - a. Curriculum committee meeting to be held Thursday, November 21.
 - b. Transparent Classroom curriculum alignment making progress during PLC. Elementary classrooms have arranged math curriculum and are moving onto ELA during next PLC.
 - c. Title assessed selection of students with Fastbridge online test. Plans to get Title and SpEd trained in PRESS interventions.
 - d. Audubon consultant suggested tracking data for longterm students (3+ years at DWS) separate from newcomers.
 - 4.2 Financial and Management:
 - a. Title application servs approved for the year.
 - b. Lowered working budget to match current student enrollment versus projected enrollment. Budget still has a positive revenue outlook with the adjustment.
 - c. M/S/A (Kara/Amanda): Move up to \$100,000 from Bremer Bank account into a CD at Woodlands National Bank.
 - d. M/S/A (Kara/Amanda): Approve the financials as presented.
 - 4.3 Enrollment:
 - a. Two inquiries about possible enrollment this week.

	PK	22
	K	20
	1	25
	2	17

	3	18	
	4	15	
	5	15	
	6	11	
	Total = 143 K-6 121 PreK = 22		

4.4 School Director:

4.4.1 ACNW

4.4.1.1 Site Visit 11.4.19 - Dan Jett

4.4.1.2 New Authorizing Specialist, James Ewer

4.4.2 Working on WBWF - Due December 1, 2019

4.4.3 Minnesota Department of Education (MDE), Division of Compliance and Assistance, has scheduled Discovery Woods 4198-07 for a targeted fiscal monitoring review during the current school year.

The fiscal monitoring will encompass a review of compliance with the requirements of the Individuals with Disabilities Education Act, federal grant guidance, and state requirements. This monitoring will consist of a desk review based on the results of a state-wide risk analysis.

4.4.4 School Nutrition Program Administrative Review - April 2020

4.4.5 New Hire - Jenni Blessing - Children's House Preschool Assistant

4.4.6 Students had a field trip to Forestview's Planetarium

4.4.7 Heidi brought a few upper elementary students to Sourcewell's Young Authors Workshop

4.4.8 Beginning Heggie's Pizza Fundraiser 11/20

4.4.9 Winter Program will be 12/13

4.4.10 Had to buy a new laminator - \$1758

4.4.11 Lease Cost Worksheet

4.4.12 eLuma virtual speech beginning January 2020

4.4.13 WCG curious about future plans past the current lease term. We still have plenty of time on the existing lease so this would be a good time to start planning for an extension or possibly a purchase of the building. If it would be helpful, Jeff and Mike would be happy to set a meeting or a conference call to discuss options and offer ideas.

4.4.14 ISD 181 reached to Kristi about managing food program starting next year. Kristi is working to get Dept. of Health on site to guide what needs to be done to be compliant.

4.4.15 Student leadership committee is discussing opportunities to get into the community to visit and do service.

4.5 Environmental Education:

- a. All students visited Forestview Planetarium in last month.
- b. 3/4 grades have seen growth in science and EE goals with current teaching schedule. Heidi is hoping to use it as a model to grow 1/2 EE in the future.
- c. Will discuss giving teachers specific time to enter EE activities during PLC time so Heidi is regularly updated.

5. OLD AND/OR UNFINISHED BUSINESS

6. NEW BUSINESS:

6.1 Policies

6.1.1 USE OF TECHNOLOGY IN THE CLASSROOM POLICY 1.07

- a. M/S/A (Kara/Amanda) Approve Policy 1.07 as presented.

6.2 Closed special session to discuss results of Director survey. Will discuss with absent board members to arrange meeting date.

Next Board Meeting: December 16, 2019

Next Board Work Meeting: December - None

Meeting adjourned by at 6:27 p.m. M/S/A (Kara/Amanda)

Board minutes submitted by Amanda Byrnes

Board Meeting Discussion Checklist:

- Operations
- Financials
- Academics
- ELP
- Director development
- Board Training